



# KERALA AGRICULTURAL UNIVERSITY

Regional Agricultural Research Station  
(Southern Zone), Vellayani  
Thiruvananthapuram-695 522  
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No. PCS 4/(1)2024

Date: 16.05.2024

## **TENDER NOTICE**

Sealed Competitive tenders are invited for conducting International Seminar on Spices 2024 (ISSK 2024) at Thiruvananthapuram. College of Agriculture, Vellayani, Kerala Agricultural University is organizing an international seminar on 5 June to 7 June, 2024 at Thiruvananthapuram. We would like to have the following physical facilities installed or arranged in indoor stadium of College of Agriculture, Vellayani for the conduct of an international seminar.

**Last Date & Time for receipt of Tender : 28/05/2024 – 2.00 pm**

**Date & Time of Opening of Tender : 28/05/2024 – 3.00 pm**

**Physical Facilities to be installed or arranged in a professional way in indoor stadium of College of Agriculture, Vellayani for the period 5/6/24 to 7/6/24**

<b><u>Sl No.</u></b>	<b><u>Item</u></b>	<b><u>Qty</u></b>	<b><u>Unit</u></b>
<b><u>1.</u></b>	<b><u>Very good quality Carpet including different colour for pathways</u></b>	<b><u>16500</u></b>	<b><u>Sq.ft</u></b>
<b><u>2.</u></b>	<b><u>Stage carpet – 33 ft x 33 ft</u></b>	<b><u>1090</u></b>	<b><u>sqft</u></b>
<b><u>3.</u></b>	<b><u>VIP Chair on Stage</u></b>	<b><u>10</u></b>	<b><u>Nos.</u></b>
<b><u>4.</u></b>	<b><u>Step facility to stage of 2m length</u></b>	<b><u>2m</u></b>	
<b><u>5.</u></b>	<b><u>Floral Bed on Stage</u></b>	<b><u>40</u></b>	<b><u>Ft</u></b>
<b><u>6.</u></b>	<b><u>Centre Table</u></b>	<b><u>2</u></b>	<b><u>Nos.</u></b>
<b><u>7.</u></b>	<b><u>PVC Chair with cover &amp; blow</u></b>	<b><u>300</u></b>	<b><u>Nos.</u></b>
<b><u>8.</u></b>	<b><u>Round table with 5 chairs with covers</u></b>	<b><u>20</u></b>	<b><u>Nos</u></b>
<b><u>9.</u></b>	<b><u>Double Sofa</u></b>	<b><u>10</u></b>	<b><u>Nos.</u></b>
<b><u>10.</u></b>	<b><u>PVC Chair</u></b>	<b><u>150</u></b>	<b><u>Nos.</u></b>
<b><u>11.</u></b>	<b><u>Long Table for food serving</u></b>	<b><u>5</u></b>	<b><u>Nos.</u></b>
<b><u>12.</u></b>	<b><u>Wash Basin 4 unit</u></b>	<b><u>1</u></b>	<b><u>Nos.</u></b>
<b><u>13.</u></b>	<b><u>Inaugural Arrangements (nilavilak etc)</u></b>	<b><u>1</u></b>	<b><u>Set</u></b>
<b><u>14.</u></b>	<b><u>Plumbing Charges</u></b>	<b><u>1</u></b>	<b><u>Nos.</u></b>
<b><u>15.</u></b>	<b><u>Water Tank</u></b>	<b><u>1</u></b>	<b><u>Nos.</u></b>
<b><u>16.</u></b>	<b><u>Exhibition 3 m x 3 m stall with white partitioning board with table and 2 chairs</u></b>	<b><u>6</u></b>	<b><u>Nos</u></b>
<b><u>17</u></b>	<b><u>Poster display with white partitioning board – 50 m linear arrangement</u></b>	<b><u>50m</u></b>	

**Terms & Conditions:**

1. **Tender form**

The tender form may be downloaded from the following link in the internet [www.kau.in/tenders](http://www.kau.in/tenders)

2. **The Cost of tender form** 0.2% of the total cost of items quoted- rounded to the nearest multiple of 100, minimum Rs.500/- Maximum of Rs.2,000/- plus 12% GST extra will be accepted by way of DD drawn in favour of The Associate Director of Research, Regional Agricultural Research Station, Vellayani.P.O, Tvm, 695522.
3. **Earnest Money deposit:** EMD of 1% of total cost of quoted items (Subject to a minimum of Rs1,500/-) should be remitted by separate DD drawn in favour of The Associate Director of Research, Regional Agricultural Research Station, (Sothern Zone), Vellayani.P.O, Tvm – 695522.
4. Tender should be accompanied with a duly signed agreement in Kerala stamp paper Rs.200/- (Rupees Two Hundred Only) in the format that can be download from the website [www.kau.in/tenders](http://www.kau.in/tenders)
5. The sealed cover containing the tender document including duly filled and signed copy of tender form should be superscribed as “Tender for conducting International Seminar on Spices 2024 (ISSK 2024) at Thiruvananthapuram” and addressed to the Associate Director of Research, Regional Agricultural Research Station, (Sothern Zone), TVM-695522,Vellayani. The cover should also contain DDs towards tender cost (including GST) & EMD and the Agreement as mentioned above. Late and incomlete tenders without prscribed agreement & DD will not accepted. Firms who excempted from payment of EMD should furnish copy of the currently valid certificate as per the store purchase rule.
6. The sucessfull bidder should execute an agreement in Kerala stamp paper worth Rs. 200/- (Rupees Two Hundred Only) **and furnish a security deposit 5% of the total cost quoted in the form of bank guarantee/term deposit/DD** drawn in favour of Associate Director of Research, Regional Agricultural Research Station, (Sothern Zone), Vellayani.Thiruvananthapuram Pin. 695 522, payable at the State Bank of India, Vellayani (IFSC: SBIN0070019), when directed from this office.
7. The rate quoted, tax and other charges including loading and unloading etc. if any should be seperatly stated.
8. Physical facilties should be installed sufficiently early to enable installation of other facilities required for the conduct of the International Seminar on Spices 2024, in the campus of the College of Agriculture, Vellayani.
9. The rate quoted should be valid for the successful Completion of the programme.
10. The Associate Director has the right to accept or reject any or all of the offers/items without assigning any reason.
11. The successful bidder should compleate the work and provide the report within 15 days from the date of receipt of work order.
12. If any hartal/strike any unexpected holidays occurs on the date of opening of tender, the tender will be opened at the same time on the next working day.
13. All the rules and regulations applicable to Government tender will be applicable to this tender also.

**Special Condition**

- Tender insisting payment in advance either full or part for supply and execution of the work are liable for rejection.
- Leaflets/Brochures containing technical specification of the installation should be attached with the tender
- Payment will be made after satisfactory completion of and receipt of report.
- The countersigned reserves the right to terminate the contract at any part of time during the contract period.
- The supplier should attach their client list along with their performance certificate.
- The decision of the undersigned shall be final and binding.
- Any dispute will be under judicial jurisdiction of Thiruvananthapuram, District

For more details contact 0471-2383239/mobile 9446730290 during office hours.

Dr. Rafeekher M  
Chairman, Stage Committee  
Annual Plan Project 2023-24  
“International Seminar on Spices”